



AGENDA  
PLAN COMMISSION MEETING  
RICHFIELD VILLAGE HALL  
4128 HUBERTUS ROAD, HUBERTUS, WISCONSIN  
MAY 7, 2015  
7:30 P.M.

*Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Richfield Plan Commission, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: "Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during any Public Hearing(s) or if the rules are suspended to allow them to do so.")*

1. Call to Order/Determination of quorum
2. Verification of Open Meetings Law compliance
3. Pledge of Allegiance
4. Approval of Minutes:
  - a. March 5, 2015 – Regular Meeting
  - b. April 2, 2015 – Regular Meeting
5. DISCUSSION/ACTION
  - a. Discussion and possible recommendation to the Village Board regarding a one-lot/outlot extraterritorial Certified Survey Map review in the Town of Polk, Tax Key: T9\_106100D
  - b. Discussion and possible recommendation to the Village Board regarding a two-lot extraterritorial Certified Survey Map review in the Town of Polk, Tax Key: T9\_1061 and T9\_106100C
  - c. Discussion regarding the potential audit of a previously granted Conditional Use Permit for the property located at 609 Scenic Road, Tax Key: V10\_1161
  - d. Discussion and possible recommendation to the Village Board regarding the creation of a one-lot Certified Survey Map, Tax Key: V10\_0355912
  - e. Discussion and possible recommendation to the Village Board regarding the creation of a one-lot Certified Survey Map, Tax Key: V10\_1050 and V10\_1051
  - f. Discussion/Action regarding a Site, Building, and Plan of Operation plan for Strohwig Industries, located at 3285 Industrial Road, Tax Key: V10\_025600G
  - g. Discussion regarding potential amendments to the B-3, General Business Zoning District
6. ADJOURNMENT

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at [www.richfieldwi.gov](http://www.richfieldwi.gov). Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 with as much advance notice as possible.

4 a



**1. Call to order/determination of quorum**

Chairman Jim Otto called the meeting to order at 7:32 p.m.

In attendance were Chairman Jim Otto, Vice-Chairman Donald Berghammer, Commissioners Bob Lalk, Richard Melzer, Trustee Bill Collins, Village Administrator Jim Healy, and Administrative Services Coordinator KateLynn Schmitt.

Commissioners Kurt Bartel and Ray Cote had excused absences.

**2. Verification of Open Meetings Law compliance**

Administrator Healy stated that the agendas were posted at the Richfield, Hubertus, and Colgate U.S. Post Offices as well as at Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

**3. Pledge of Allegiance**

**4. Approval of Minutes**

**a. January 8, 2015**

Motion by Commissioner Berghammer to approve the minutes of the regular January 8, 2015 Plan Commission meeting, as drafted; Seconded by Commissioner Melzer; Motion passed without objection.

**5. PUBLIC HEARING**

- a. Discussion regarding a petition by the Village Board for the rezoning of Tax Keys: V10-1161, V10-116100A, V10-098400A from M-5, Mineral Extraction District to Rs-1, Country Estates District and Tax Keys: V10-0984001, V10-098500A and V10-098600A from M-5 Mineral Extraction District to Rs-1R, Country Estates/Remnant Parcel District.**

Motion by Commissioner Melzer to open the public hearing; Seconded by Commissioner Lalk; Motion passed without objection.

**6. DISCUSSION/ ACTION**

- a. Discussion and possible recommendation to the Village Board regarding the approval of a lot combination to create a two lot Certified Survey Map for the properties with Tax Keys: V10\_0773009 and V10\_0773008.**

Chairman Jim Otto recused himself due to a professional relationship with the applicant.

Motion by Commissioner Melzer to recommend to the Village Board the approval of the Certified Survey Map for Mr. Curtis Hulterstrum and Ms. Sharon Finger, indicated by Tax Keys: V10\_0773008 and V10\_0773009, subject to the General and Specific Conditions of Approval listed below:

Specific Conditions of Approval:

1. That prior to the Village signing the prepared CSM, Ordinance O2015-01-01, be formally adopted and enacted into legislation by the Village Board.

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

Seconded by Trustee Collins; Motion passed without objection.

Chairman Otto returned to the meeting.

**b. Discussion/Action regarding Resolution R2015-01-01, a Resolution to amend multiple sections of the Village's Future Land Use Map and Comprehensive Plan.**

Commissioner Ray Cote recused himself from the discussion because his property directly abuts a portion of the subject land being discussed in the Comprehensive Plan amendment.

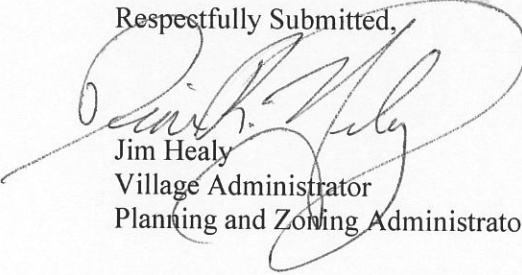
Motion by Vice-Chairman Berghammer to approve Resolution R2015-01-01, a Resolution to amend multiple sections of the Comprehensive Plan and to direct Staff to fulfill requirements of Wisconsin State Statutes for giving notice of the proposed Public Hearing on February 19, 2015 at 7:30PM; Seconded by Commissioner Melzer; Motion passed without objection.

Commissioner Ray Cote returned to the meeting.

**7. ADJOURNMENT**

Motion by Vice-Chairman Berghammer to adjourn; Seconded by Commissioner Cote; Motion passed without objection at 7:47 p.m.

Respectfully Submitted,



Jim Healy  
Village Administrator  
Planning and Zoning Administrator

4b



**1. Call to order/determination of quorum**

Chairman Jim Otto called the meeting to order at 7:32 p.m.

In attendance were Chairman Jim Otto, Commissioners Kurt Bartel, Ray Cote, Bob Lalk, Trustee Bill Collins, Village Administrator Jim Healy, and Administrative Services Coordinator KateLynn Schmitt.

Vice-Chairman Donald Berghammer and Commissioner Richard Melzer had an excused absence.

**2. Verification of Open Meetings Law compliance**

Administrator Healy stated that the agendas were posted at the Richfield, Hubertus, and Colgate U.S. Post Offices as well as Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

**3. Pledge of Allegiance**

**4. DISCUSSION/ ACTION**

- a. **Discussion and possible recommendation to the Village Board regarding the potential audit of a previously granted Conditional Use Permit for the property located at 609 Scenic Road, Tax Key: V10\_1161**

Motion by Commissioner Lalk to direct Staff to prepare the necessary notice requirements as outlined in Section 70.241(D)(2) in order to conduct a Public Hearing on May 7, 2015 at 7:30PM for the purposes of conducting an audit of a previously approved conditional use permit at 609 Scenic Road; Seconded by Trustee Collins; Motion passed without objection.

- b. **Discussion and possible recommendation to the Village Board regarding the creation of a one-lot Certified Survey Map, Tax Key: V10\_0486 and V10\_048700A**

Motion by Trustee Collins to recommend to the Village Board the approval of the certified survey map for Badger Home Builders Inc., subject to the Specific and General Conditions of Approval listed below:

Specific Conditions of Approval:

1. That the comments from Village's Engineer dated March 26, 2015 be addressed to his satisfaction.
2. That the Plan Commission signature block be removed
3. That on the Village Board signature block "Laura Johnson, Deputy Clerk" be replaced with "Jim Healy, Village Administrator/Clerk"
4. That prior to signing the CSM, Village Attorney John Macy review it for content and form

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.



2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

Seconded by Commissioner Lalk; Motion passed without objection.

**c. Discussion/Action regarding a Site, Building, and Plan of Operation amendment for Logger's Park, located at 3208 STH 167, Tax Key: V10\_027600E**

Motion by Commissioner Bartel to approve the proposed site plan amendment for Logger's Park to eliminate the proposed "Phase III" 10,000 square foot banquet hall and related parking for the same, located at 3208 STH 167 (Tax Key: V10\_027600E) and to further direct Staff to prepare a formal letter to be signed by both the Village Administrator and property owner consenting to the changes. Seconded by Commissioner Cote; Motion passed without objection.

**d. Discussion/Action regarding a Site, Building and Plan of Operation for Piggly Wiggly, located at 1234 STH 175, Tax Key: V10\_088100F**

Motion by Trustee Collins to approve both the parking lot site plan modification and landscaping plan for Fox Bro's Piggly Wiggly, located at 1234 STH 175 (Tax Key: V10\_088100F) subject to the following specific conditions of approval:

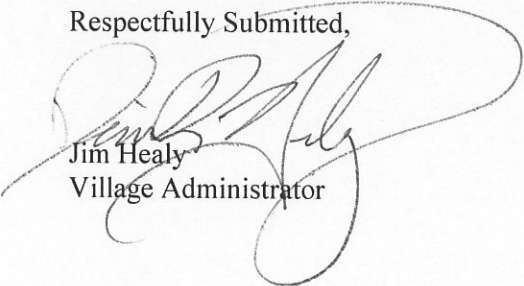
1. That the striped handicapped walking lane on the south end of the site plan be shifted to the south end of the island.
2. That any additional permits which may be required by the Village's Building Inspection Department also be sought out, if necessary.
3. That the landscaping plan be approved by Commissioner Bartel.

Seconded by Commissioner Bartel; Motion passed 4-1.

## **5. ADJOURNMENT**

Motion by Commissioner Lalk to adjourn; Seconded by Trustee Collins; Motion passed without objection at 8:03 p.m.

Respectfully Submitted,

  
Jim Healy  
Village Administrator

5 a



# VILLAGE OF RICHFIELD

## PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Creation of a Lot/Outlot CSM, Extraterritorial Review – Tax Key: T9\_106100D  
 DATE SUBMITTED: April 29, 2015  
 SUBMITTED BY: Jim Healy, Village Administrator

*POLICY QUESTION: DOES THE PLAN COMMISSION WISH TO RECOMMEND TO THE VILLAGE BOARD THE APPROVAL OF THE PROPOSED LOT/OUTLOT EXTRATERRITORIAL CSM IN THE TOWN OF POLK?*

*ISSUE SUMMARY:*

Walter Baehr II and Karen Baehr recently submitted a petition to the Town of Polk create one (1) Lot and one (1) Out Lot from part of Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576. Lot 3 consists of 12.064 acres or 525,504 sqft and the newly created Outlot 2 consists of 3.157 acres or 137,529 sqft. These subject properties border Helsan Drive, just north of Pioneer Road and are zoned A-1, General Agricultural District.

As provided for in Wisconsin State Statutes, cities and villages have the authority to approve or deny proposed CSMs for lot combinations and land divisions in unincorporated areas surrounding their borders. This extraterritorial review authority generally extends 1.5 miles beyond the municipal boundary of a village and a fourth class city and 3.0 miles beyond the municipal boundary of a first, second, or third class city. This authority is given to cities and villages to ensure that development that may one day be located in those jurisdictions are compatible with their comprehensive plans.

Please refer to the attachment from Town of Polk Planning and Zoning Administrator Ms. Tracy Groth regarding the previously granted approvals from the Town of Polk. This CSM was recently approved by the Town Board as presented. Due to the fact that our Comprehensive Plan does not address the Village's wishes and desires to exercise extraterritorial review rights over Towns within our jurisdiction, Village Staff sees no issue with the approval of the proposed CSM.

On April 21, 2015 the Village Engineer reviewed these CSM and provided comment to the contracted surveyor, Mr. Don Thoma RLS. His recommendation of approval was not contingent of his comments being address, but were given as suggestions for the petition's consideration.

*FUTURE IMPACT AND ANALYSIS:*

REVIEWED BY:

*[Signature]*  
 Village Deputy Treasurer

Forward to Village Board: Yes  
 Additional Approvals Needed: Yes  
 Signatures Required: Yes

*ATTACHMENTS:*

1. April 21, 2015 Certified Survey Map for petitioner reviewed by Village Engineer Dalton in MS Redline Markup
2. April 21, 2015 Email correspondence from Tracy Groth, Town of Polk Planning and Zoning Administrator





VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Creation of a Lot/Outlot CSM, Extraterritorial Review – Tax Key: T9\_106100D  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

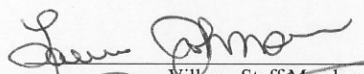
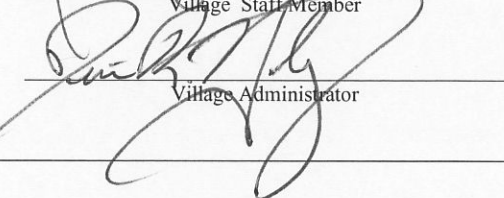
**STAFF RECOMMENDATION:**

Motion to recommend to the Village Board the approval of the extraterritorial certified survey map for Walter and Karen Baehr and John R. Bernhoft Revocable Trust subject to the General Conditions of Approval listed below:

**General Conditions of Approval:**

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

APPROVED FOR SUBMITTAL BY:

  
Village Staff Member  
  
Village Administrator

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_



## Jim Healy

---

**From:** Michael Rubendall <m.rubendall@gaiconsultants.com>  
**Sent:** Tuesday, April 21, 2015 10:08 AM  
**To:** Jim Healy  
**Cc:** 'Don Thoma (don@accuratesurveying.net)'; Ronald Dalton  
**Subject:** RE: CSM - Baehr  
**Attachments:** Baehr- Bernhoft CSM with Review Comments.pdf; Williams-Schweitzer-Wojcik CSM with Review Comments.pdf

Jim,  
We have completed our review of both of the proposed Certified Survey Maps (CSM's) located in the Town Polk. We have several minor comments. Please refer to the attachments.

We recommend approval of the proposed CSM's. Our comments are in the form of suggestions and our recommendation for approval is not contingent on them being addressed. They may or may not be incorporated at the surveyor's discretion.

Please contact me with any questions.

Regards,  
Mike,  
GAI Consultants, Inc.

---

**From:** Jim Healy [mailto:administrator@richfieldwi.gov]  
**Sent:** Wednesday, April 15, 2015 10:03 AM  
**To:** Michael Rubendall  
**Cc:** 'Don Thoma (don@accuratesurveying.net)'  
**Subject:** FW: CSM - Baehr

Dear Mike,

Here are two surveys that we are reviewing as an Extraterritorial Review for the Town of Polk. The meeting is on May 7<sup>th</sup>. Would it be possible to have this review turned around by this time next week? I've CC:d the surveyor on this email if you have any additional questions, comments, or concerns.

Sincerely,

Jim Healy  
*Village Administrator*  
*Planning and Zoning Administrator*  
(262)-628-2260  
*Village of Richfield*  
*4128 Hubertus Road*  
*Hubertus, WI 53033*

**LIKE us on Facebook!**

**Follow us on Twitter, @RichfieldWis**

This message originates from the Village of Richfield. It contains information that may be confidential or privileged and is intended only for the individual named above. It is prohibited for anyone to disclose, copy, distribute, or use the contents

of this message without permission, except as allowed by the Wisconsin Public Records Law. If this message is sent to a quorum of a governmental body, my intent is the same as though it were sent by regular mail and further e-mail distribution is prohibited. All personal messages express views solely of the sender, which are not attributed to the municipality I represent and may not be copied or distributed without this disclaimer. If you have received this message in error, please notify me immediately.

**“Far and away the best prize that life has to offer is the chance to work hard at work worth doing.” – President Theodore Roosevelt**

---

**From:** Front Desk  
**Sent:** Tuesday, April 14, 2015 9:23 AM  
**To:** Jim Healy  
**Subject:** CSM - Baehr

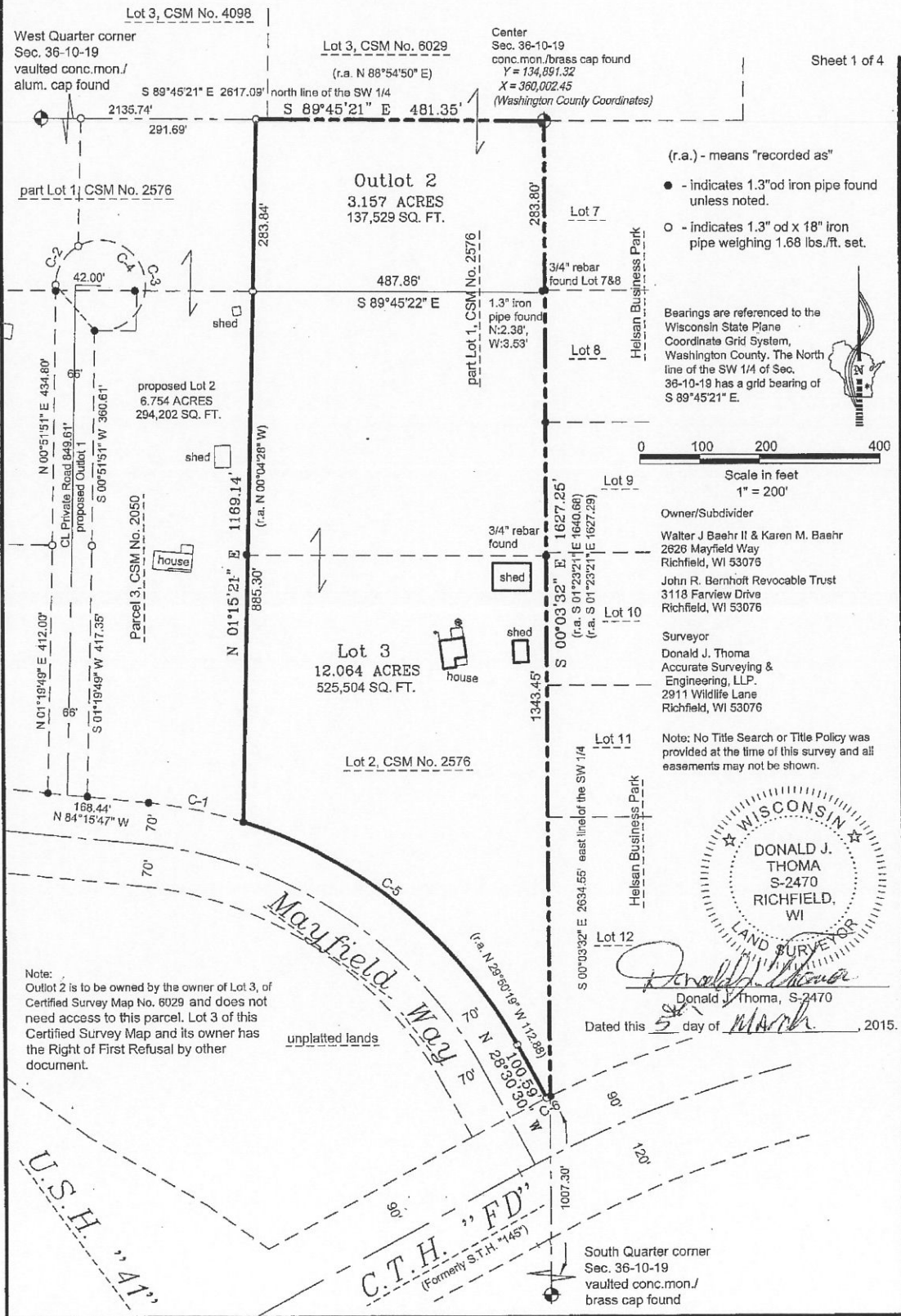
Jim,

CSM is attached.

Margaret Runnells  
Office Assistant  
Village of Richfield  
4128 Hubertus Road  
Hubertus, WI 53033  
(262)628-2260 Ext. 110  
(262)628-2984 - FAX  
[frontdesk@richfieldwi.gov](mailto:frontdesk@richfieldwi.gov)  
**LIKE us on Facebook!**  
**Follow us on Twitter, @RichfieldWis**

# Washington County Certified Survey Map

Part Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin.





# Washington County Certified Survey Map

Part Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin.

## Curve Data

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C-1	786.20'	161.07'	160.79'	N 78°23'38" W	11°44'18"
C-2	75.00'	78.04'	74.56'	N 30°40'18" E	59°36'53"
C-3	75.00'	284.42'	142.13'	S 10°52'56" E	217°16'38"
C-4	75.00'	362.45'	99.50'	S 40°41'23" E	276°53'32"
C-5	786.20'	604.14'	589.39'	N 50°30'39" W	44°01'40"
C-6	1999.86'	6.41'	6.41'	S 64°24'39" W	00°11'01"

## Surveyor's Certificate:


I, Donald J. Thoma, Professional Land Surveyor, hereby certify that by the direction of Walter Baehr and Brian Wojcik, I have surveyed, divided and mapped the land shown and described hereon, being Part Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin, which is bounded and described as follows:

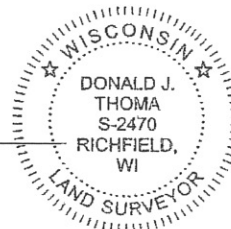
Commencing at the West quarter corner of said Section 36; thence S 89°45'21" E, along the north line of said SW 1/4, 2135.74 feet, to the point of beginning of lands herein described; thence continuing S 89°45'21" E, along the north line of said SW 1/4, 481.35 feet to a concrete monument with a brass cap marking the Center of said Section 36; thence S 00°03'32" E, along the east line of said SW 1/4, which is the common boundary line between said Certified Survey Map No. 2576 and Helsan Business Park, 1627.25 feet, to a point in the northwesterly right-of-way line of C.T.H. "FD" marked by a 1.3 inch od iron pipe found; thence southwesterly along said right-of-way line and along the arc of a curve to the left 6.41 feet, radius 1999.86 feet, delta 00°11'01", chord S 64°24'39" W, 6.41 feet, to the intersection of the northeasterly right-of-way line of Mayfield Way; thence N 28°30'30" W, along said northeasterly right-of-way line of Mayfield Way, 100.59 feet; thence northwesterly continuing along said northeasterly right-of-way line and along the arc of a curve to the left 604.14 feet, radius 786.20 feet, delta 44°01'40", chord N 50°30'39" W, 589.39 feet; thence N 01°15'21" E, along the west line of said Lot 2 of Certified Survey Map No. 2576 and its northerly extension, 1169.14 feet to the point of beginning.

Containing 15.221 acres (663,033 square feet) more or less.

I further certify that I have fully complied with the provisions of sec. 236.34 of Wisconsin Statutes and the Town of Polk Land Division Ordinance in surveying, dividing, and mapping said land, and that this map is a correct representation of the exterior boundaries of the land surveyed and the division of said lands.

Dated this 5<sup>th</sup> day of MARCH, 2015.

  
Donald J. Thoma, S-2470



## Owner's Certificate:

May provide clarity to insert "of this CSM" here?

As Owners of Lot 3, we hereby certify that we caused the land shown and described herein to be surveyed, divided and mapped as represented on this Certified Survey Map.

We also certify that this Certified Survey Map is required to be submitted to the following for approval.

Town of Polk Plan Commission  
Town of Polk Town Board

Village of Richfield Plan Commission  
Village of Richfield Village Board

Walter J. Baehr II - Owner

Karen M. Baehr - Owner

STATE OF WISCONSIN)  
WASHINGTON COUNTY)s.s.

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, the above named owners are to me known to be the same persons who executed the foregoing instrument and acknowledge the same.

(Notary Seal) \_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_



# Washington County Certified Survey Map

Part Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin.

## Owner's Certificate:

May provide clarity to insert "of this CSM" here?

As Owner of Outlot 2, I hereby certify that I caused the land shown and described herein to be surveyed, divided and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval.

Town of Polk Plan Commission  
Town of Polk Town Board

Village of Richfield Plan Commission  
Village of Richfield Village Board

John R Bernhoft - Owner/Trustee

STATE OF WISCONSIN)  
WASHINGTON COUNTY)s.s.

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, the above named owners are to me known to be the same persons who executed the foregoing instrument and acknowledge the same.

(Notary Seal) \_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_

## Town of Polk Plan Commission Approval:

This land division is hereby approved by the Town of Polk Plan Commission

this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

Albert J. Schulteis III - Chairperson

Tracy L. Groth - Zoning Secretary

## Town of Polk Town Board Approval:

This land division is hereby approved, and accepted by the Town of Polk Town Board

this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

Albert J. Schulteis III - Chairperson

Marlyss K. Thiel - Clerk

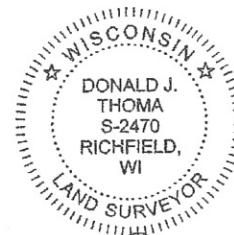
## Village of Richfield Board Approval:

This land division is hereby approved, and accepted by the Village of Richfield,

Village Board, this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

John Jeffords - President

James Healy - Clerk/Administrator



*Donald J. Thoma*  
Donald J. Thoma, S-2470

Dated this 5<sup>th</sup> day of March, 2015.

# Washington County Certified Survey Map

Part Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-88 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin.

**Mortgagee?**

## Consent of Corporate Mortgage:

\_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of part of the above described land, does hereby consent to the surveying, dividing and mapping of the land described as Lot 3 on this Certified Survey Map, and does hereby consent to the above certificate of Walter J. Baehr II and Karen M. Baehr, owners.

IN WITNESS WHEREOF, the said \_\_\_\_\_ has caused these presents to be signed by \_\_\_\_\_, its President, and countersigned by \_\_\_\_\_, its Secretary(cashier), at \_\_\_\_\_, Wisconsin, and its corporate seal to be hereunto affixed this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

In the presence of:

\_\_\_\_\_  
Corporate Name \_\_\_\_\_ (Corporate Seal)

\_\_\_\_\_  
President Secretary of Cashier Date

STATE OF WISCONSIN)  
WASHINGTON COUNTY)s.s.

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

President, and \_\_\_\_\_, Secretary(cashier) of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary(cashier) of said corporation, and acknowledge that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) \_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_

**Mortgagee?**

## Consent of Corporate Mortgage:

\_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of part of the above described land, does hereby consent to the surveying, dividing and mapping of the land described as Outlot 2 on this Certified Survey Map, and does hereby consent to the above certificate of John R. Bernhoft Revocable Trust, owner.

IN WITNESS WHEREOF, the said \_\_\_\_\_ has caused these presents to be signed by \_\_\_\_\_, its President, and countersigned by \_\_\_\_\_, its Secretary(cashier), at \_\_\_\_\_, Wisconsin, and its corporate seal to be hereunto affixed this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

In the presence of:

\_\_\_\_\_  
Corporate Name \_\_\_\_\_ (Corporate Seal)

\_\_\_\_\_  
President Secretary of Cashier Date

STATE OF WISCONSIN)  
WASHINGTON COUNTY)s.s.

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

President, and \_\_\_\_\_, Secretary(cashier) of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary(cashier) of said corporation, and acknowledge that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) \_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_

## Jim Healy

---

**From:** Tracy Groth <polk.zoning@att.net>  
**Sent:** Tuesday, April 21, 2015 1:06 PM  
**To:** Jim Healy  
**Subject:** Certified Survey Maps Mayfield Way Town of Polk

Hi, Jim:

Nice to visit with you this morning. The two certified survey maps for the parcels off the private road from Mayfield Way in the Town of Polk were approved by the Polk Town Board on April 14, 2015 as follows:

**Certified Survey Map and Private Road Agreement** to create two (2) Lots and one (1) Out Lot from all of Parcel Two (2), Parcel Three (3) and all of the Reservation for Future Private Road as shown on Certified Survey Map No. 2050; and part of Lot One (1) of Certified Survey Map No. 2576. Town of Polk, Washington County, Wisconsin. Section 36. Tax Key Numbers T9-1061-00B; T9-1061-00E; Zoned B-1 Business District and A-1 General Agricultural District. Brian L. and Debra J.K. Wojcik; and Andrew J. Williams and Christen J. Schweitzer, Property Owners.

- With review by Town Attorney, the Private Road Agreement.
- The face of the CSM shall indicated LOT 2 is not accessible by Mayfield Way.
- Language to the Private Road agreement was changed in Section 2, line 2 to read "The Private Road shall be 66 foot right of way".

**C. Certified Survey Map** to create one (1) Lot and one (1) Out Lot from part of Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576; Town of Polk, Washington County, Wisconsin. Section 36, Tax Key Numbers T9-1061-00B; T9-1061-00E. Zoned A-1 General Agricultural District. Walter J. and Karen M. Baehr; and John R. Bernhoft, Property Owners.

- Approved as presented.

Please let me know if I can provided any additional information.

Tracy Groth  
Zoning Secretary  
Town of Polk  
3680 State Hwy 60  
Slinger WI 53086  
Phone: 262.677.2123  
Email: polk.zoning@att.net

5 b





VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Creation of a two-lot CSM, Extraterritorial Review – Tax Key: T9\_1061 and T9\_106100C  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

*POLICY QUESTION: DOES THE PLAN COMMISSION WISH TO RECOMMEND TO THE VILLAGE BOARD THE APPROVAL OF THE PROPOSED LOT/OUTLOT EXTRATERRITORIAL CSM IN THE TOWN OF POLK?*

*ISSUE SUMMARY:*

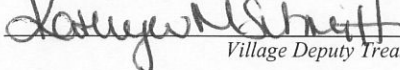
Andrew Williams and Christen Schweitzer and Brian and Debra Wojcik recently submitted a petition to the Town of Polk to create two (2) Lots and one (1) Out Lot from all of Parcel Two (2), Parcel Three (3) and all of the Reservation for Future Private Road as shown on Certified Survey Map No. 2050; and part of Lot One (1) of Certified Survey Map No. 2576. Lot 2 consists of 6.754 acres or 294,202 sqft and Lot 1 consists of 11.797 acres or 513,863 sqft. These subject properties border Helsan Drive, just north of Pioneer Road and are zoned B-1 Business District (west side of private cul-de-sac) and A-1 General Agricultural District.

As provided for in Wisconsin State Statutes, cities and villages have the authority to approve or deny proposed CSMs for lot combinations and land divisions in unincorporated areas surrounding their borders. This extraterritorial review authority generally extends 1.5 miles beyond the municipal boundary of a village and a fourth class city and 3.0 miles beyond the municipal boundary of a first, second, or third class city. This authority is given to cities and villages to ensure that development that may one day be located in those jurisdictions are compatible with their comprehensive plans.

Please refer to the attachment from Town of Polk Planning and Zoning Administrator Ms. Tracy Groth regarding the previously granted approvals from the Town of Polk. This CSM was recently approved by the Town Board subject to several conditions of approval. Due to the fact that our Comprehensive Plan does not address the Village's wishes and desires to exercise extraterritorial review rights over Towns within our jurisdiction, Village Staff sees no issue with the approval of the proposed CSM.

On April 21, 2015 the Village Engineer reviewed these CSM and provided comment to the contracted surveyor, Mr. Don Thoma RLS. His recommendation of approval was not contingent of his comments being address, but were given as suggestions for the petition's consideration.

*FUTURE IMPACT AND ANALYSIS:*

REVIEWED BY:   
Village Deputy Treasurer

Forward to Village Board: Yes  
Additional Approvals Needed: Yes  
Signatures Required: Yes

*ATTACHMENTS:*

1. April 21, 2015 Certified Survey Map for petitioner reviewed by Village Engineer Dalton in MS Redline Markup
2. April 21, 2015 Email correspondence from Tracy Groth, Town of Polk Planning and Zoning Administrator



VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Creation of a two-lot CSM, Extraterritorial Review – Tax Key: T9\_1061 and T9\_106100C  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

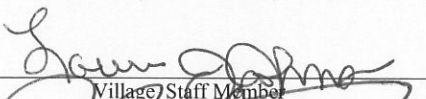
**STAFF RECOMMENDATION:**

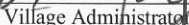
Motion to recommend to the Village Board the approval of the extraterritorial certified survey map for Andrew Williams and Christen Schweitzer and Brian and Debra Wojcik, subject to the General Conditions of Approval listed below:

**General Conditions of Approval:**

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

APPROVED FOR SUBMITTAL BY:

  
Village Staff Member

  
Village Administrator

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_

## Jim Healy

---

**From:** Michael Rubendall <m.rubendall@gaiconsultants.com>  
**Sent:** Tuesday, April 21, 2015 10:08 AM  
**To:** Jim Healy  
**Cc:** 'Don Thoma (don@accuratesurveying.net)'; Ronald Dalton  
**Subject:** RE: CSM - Baehr  
**Attachments:** Baehr- Bernhoft CSM with Review Comments.pdf; Williams-Schweitzer-Wojcik CSM with Review Comments.pdf

Jim,  
We have completed our review of both of the proposed Certified Survey Maps (CSM's) located in the Town Polk. We have several minor comments. Please refer to the attachments.

We recommend approval of the proposed CSM's. Our comments are in the form of suggestions and our recommendation for approval is not contingent on them being addressed. They may or may not be incorporated at the surveyor's discretion.

Please contact me with any questions.

Regards,  
Mike,  
GAI Consultants, Inc.

---

**From:** Jim Healy [mailto:administrator@richfieldwi.gov]  
**Sent:** Wednesday, April 15, 2015 10:03 AM  
**To:** Michael Rubendall  
**Cc:** 'Don Thoma (don@accuratesurveying.net)'  
**Subject:** FW: CSM - Baehr

Dear Mike,

Here are two surveys that we are reviewing as an Extraterritorial Review for the Town of Polk. The meeting is on May 7<sup>th</sup>. Would it be possible to have this review turned around by this time next week? I've CC'd the surveyor on this email if you have any additional questions, comments, or concerns.

Sincerely,

Jim Healy  
*Village Administrator*  
*Planning and Zoning Administrator*  
(262)-628-2260  
*Village of Richfield*  
*4128 Hubertus Road*  
*Hubertus, WI 53033*

**LIKE us on Facebook!**

**Follow us on Twitter, @RichfieldWis**

This message originates from the Village of Richfield. It contains information that may be confidential or privileged and is intended only for the individual named above. It is prohibited for anyone to disclose, copy, distribute, or use the contents



# Washington County Certified Survey Map

All of Parcel Two (2), Parcel Three (3) and all of Reservation for Future Public Road as shown on Certified Survey Map No. 2050 as recorded in the Washington County Registry in Volume 10 of Certified Survey Maps on pages 316-318 as Document No. 411716 and part of Lot One (1) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin.

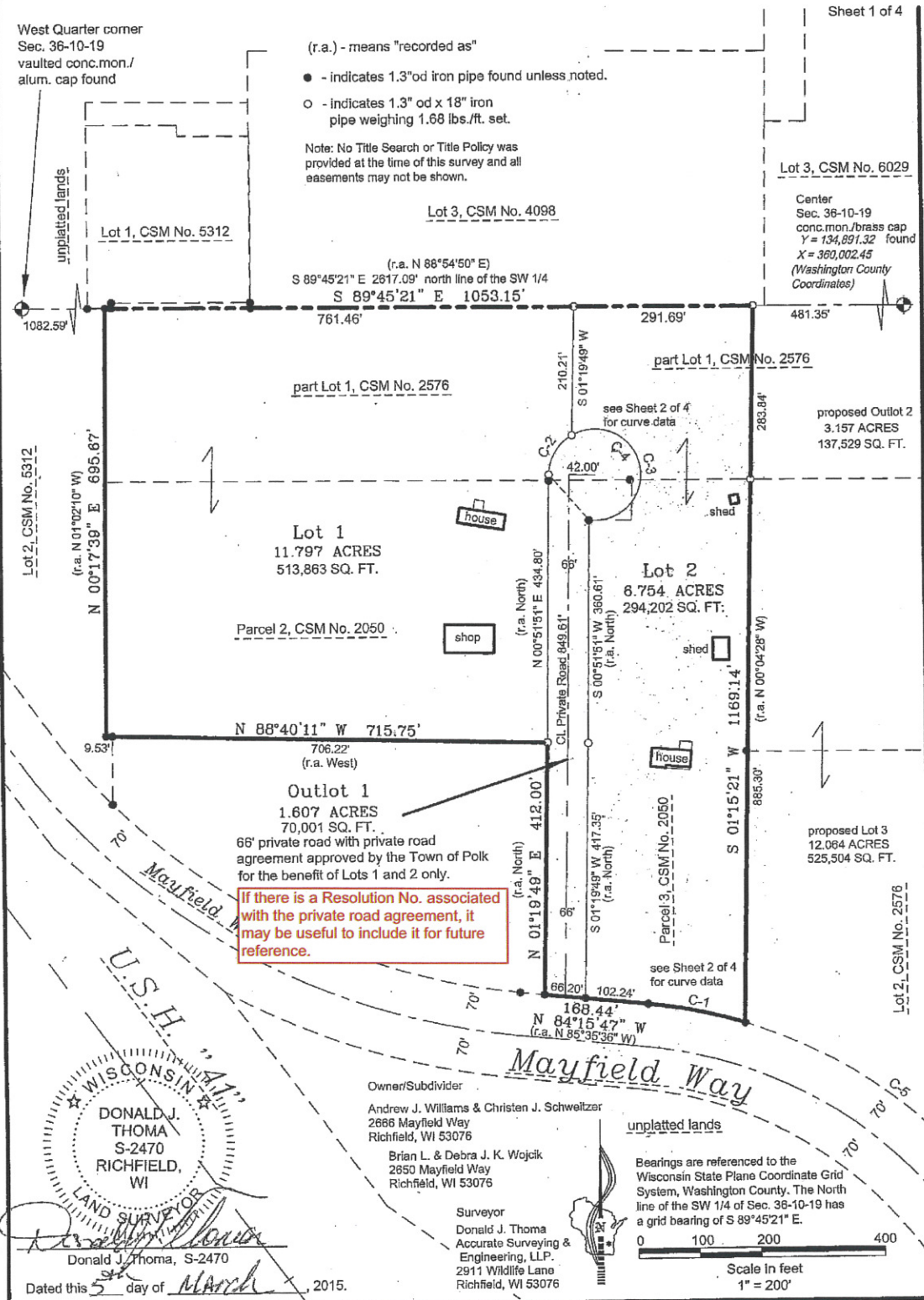
West Quarter corner  
Sec. 36-10-19  
vaulted conc.mon./  
alum. cap found

(r.a.) - means "recorded as"

- - indicates 1.3" od iron pipe found unless noted.
- - indicates 1.3" od x 18" iron pipe weighing 1.68 lbs./ft. set.

Note: No Title Search or Title Policy was provided at the time of this survey and all easements may not be shown.

Sheet 1 of 4



# Washington County Certified Survey Map

All of Parcel Two (2), Parcel Three (3) and all of Reservation for Future Public Road as shown on Certified Survey Map No. 2050 as recorded in the Washington County Registry in Volume 10 of Certified Survey Maps on pages 316-318 as Document No. 411716 and part of Lot One (1) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin.

## Curve Data

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C-1	786.20'	161.07'	160.79'	N 78°23'38" W	11°44'18"
C-2	75.00'	78.04'	74.56'	N 30°40'18" E	59°36'53"
C-3	75.00'	284.42'	142.13'	S 10°52'56" E	217°16'38"
C-4	75.00'	362.45'	99.50'	S 40°41'23" E	276°53'32"
C-5	786.20'	604.14'	589.39'	N 50°30'39" W	44°01'40"

## Surveyor's Certificate:

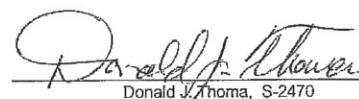
I, Donald J. Thoma, Professional Land Surveyor, hereby certify that by the direction of Andrew Williams and Brian Wojcik, I have surveyed, divided and mapped the land shown and described hereon, being All of Parcel Two (2), Parcel Three (3) and all of Reservation for Future Public Road as shown on Certified Survey Map No. 2050 as recorded in the Washington County Registry in Volume 10 of Certified Survey Maps on pages 316-318 as Document No. 411716 and part of Lot One (1) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin, which is bounded and described as follows:

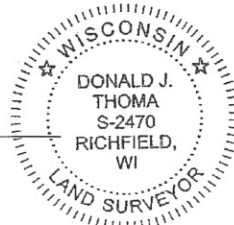
Commencing at the West quarter corner of said Section 36; thence S 89°45'21" E, along the north line of said SW 1/4, 1082.59 feet, to a 1.3 inch od iron pipe found marking the northwest corner of said Certified Survey Map No. 2576 and the point of beginning of lands herein described; thence continuing S 89°45'21" E, along said north line of the SW 1/4, 1053.15 feet, to the intersection of the northerly extension of the east line of said Parcel 3 of Certified Survey Map No. 2050; thence S 01°15'21" W, along said northerly extension and east line of said Parcel 3, 1169.14 feet, to a point in the northerly right-of-way line of Mayfield Way; thence northwesterly along said northerly right-of-way line and along the arc of a curve to the left 161.07 feet, radius 786.20 feet, delta 11°44'18", chord N 78°23'38" W 160.79 feet; thence N 84°15'47" W, continuing along said northerly right-of-way line, 168.44 feet, to a 1.3 inch od iron pipe found marking the southeast corner of Certified Survey Map No. 1574 as recorded in the Washington County Registry in Volume 8 of Certified Survey Maps on pages 126-128 as Document No. 384267; thence N 01°19'49" E, along the east line of said Certified Survey Map No. 1574, 412.00 feet; thence N 88°40'11" W, along the north line of said Certified Survey Map No. 1574 and its westerly extension, 715.75 feet; thence N 00°17'39" E, along the west line of said Parcel 2 of Certified Survey Map No. 2050 and the west line of said Lot 1 of Certified Survey Map No. 2576, 695.67 feet to the point of beginning.

Containing 20.158 acres (878,066 square feet) more or less.

I further certify that I have fully complied with the provisions of sec. 236.34 of Wisconsin Statutes and the Town of Polk Land Division Ordinance in surveying, dividing, and mapping said land, and that this map is a correct representation of the exterior boundaries of the land surveyed and the division of said lands.

Dated this 5th day of MARCH, 2015.

  
Donald J. Thoma, S-2470



## Owner's Certificate:

May provide clarity to insert "of this CSM" here?

As Owners of Lot 1 and Outlot 1, we hereby certify that we caused the land shown and described herein to be surveyed, divided and mapped as represented on this Certified Survey Map.

We also certify that this Certified Survey Map is required to be submitted to the following for approval.

Town of Polk Plan Commission  
Town of Polk Town Board

Village of Richfield Plan Commission  
Village of Richfield Village Board

Andrew J. Williams - Owner

Christen J. Schweitzer - Owner

STATE OF WISCONSIN)  
WASHINGTON COUNTY)s.s.

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, the above named owners are to me known to be the same persons who executed the foregoing instrument and acknowledge the same.

(Notary Seal) \_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_

# Washington County Certified Survey Map

All of Parcel Two (2), Parcel Three (3) and all of Reservation for Future Public Road as shown on Certified Survey Map No. 2050 as recorded in the Washington County Registry in Volume 10 of Certified Survey Maps on pages 316-318 as Document No. 411716 and part of Lot One (1) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin.

## Owner's Certificate:

May provide clarity to insert "of this CSM" here?

As Owners of Lot 2 and Outlot 1, we hereby certify that we caused the land shown and described herein to be surveyed, divided and mapped as represented on this Certified Survey Map.

We also certify that this Certified Survey Map is required to be submitted to the following for approval.

Town of Polk Plan Commission  
Town of Polk Town Board

Village of Richfield Plan Commission  
Village of Richfield Village Board

\_\_\_\_\_  
Brian L. Wojcik - Owner

\_\_\_\_\_  
Debra J. K. Wojcik - Owner

STATE OF WISCONSIN)  
WASHINGTON COUNTY)s.s.

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, the above named owners are to me known to be the same persons who executed the foregoing instrument and acknowledge the same.

(Notary Seal) \_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_

## Town of Polk Plan Commission Approval:

This land division is hereby approved by the Town of Polk Plan Commission

this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

\_\_\_\_\_  
Albert J. Schulteis III - Chairperson

\_\_\_\_\_  
Tracy L. Groth - Zoning Secretary

## Town of Polk Town Board Approval:

This land division is hereby approved, and accepted by the Town of Polk Town Board

this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

\_\_\_\_\_  
Albert J. Schulteis III - Chairperson

\_\_\_\_\_  
Marlyss K. Thiel - Clerk

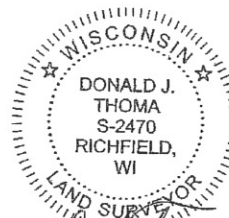
## Village of Richfield Board Approval:

This land division is hereby approved, and accepted by the Village of Richfield,

Village Board, this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

\_\_\_\_\_  
John Jeffords - President

\_\_\_\_\_  
James Healy - Clerk/Administrator



\_\_\_\_\_  
Donald J. Thoma, S-2470

Dated this 5<sup>th</sup> day of March, 2015.



## Washington County Certified Survey Map

All of Parcel Two (2), Parcel Three (3) and all of Reservation for Future Public Road as shown on Certified Survey Map No. 2050 as recorded in the Washington County Registry in Volume 10 of Certified Survey Maps on pages 316-318 as Document No. 411716 and part of Lot One (1) of Certified Survey Map No. 2576 as recorded in the Washington County Registry in Volume 14 of Certified Survey Maps on pages 84-86 as Document No. 458481, being part of the NE 1/4 of the SW 1/4 of Section 36, Township 10 North, Range 19 East, Town of Polk, Washington County, Wisconsin.

Mortgagee?

### Consent of Corporate Mortgage:

\_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of part of the above described land, does hereby consent to the surveying, dividing and mapping of the land described as Lot 1 and Outlot 1 on this Certified Survey Map, and does hereby consent to the above certificate of Andrew J. Williams and Christen J. Schweltzer, owners.

IN WITNESS WHEREOF, the said \_\_\_\_\_ has caused these presents to be signed  
by \_\_\_\_\_, its President, and countersigned by \_\_\_\_\_,  
its Secretary(cashier), at \_\_\_\_\_, Wisconsin, and its corporate seal to be hereunto  
affixed this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.  
In the presence of:

\_\_\_\_\_  
(Corporate Seal)  
Corporate Name

\_\_\_\_\_  
President                                      Secretary of Cashier                                      Date

STATE OF WISCONSIN)  
WASHINGTON COUNTY)s.s.

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

President, and \_\_\_\_\_, Secretary(cashier) of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary(cashier) of said corporation, and acknowledge that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) \_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_

Mortgagee?

### Consent of Corporate Mortgage:

\_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of part of the above described land, does hereby consent to the surveying, dividing and mapping of the land described as Lot 2 and Outlot 1 on this Certified Survey Map, and does hereby consent to the above certificate of Brian L. Wojcik and Debra J. K. Wojcik, owners.

IN WITNESS WHEREOF, the said \_\_\_\_\_ has caused these presents to be signed  
by \_\_\_\_\_, its President, and countersigned by \_\_\_\_\_,  
its Secretary(cashier), at \_\_\_\_\_, Wisconsin, and its corporate seal to be hereunto  
affixed this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.  
In the presence of:

\_\_\_\_\_  
(Corporate Seal)  
Corporate Name

\_\_\_\_\_  
President                                      Secretary of Cashier                                      Date

STATE OF WISCONSIN)  
WASHINGTON COUNTY)s.s.

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

President, and \_\_\_\_\_, Secretary(cashier) of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary(cashier) of said corporation, and acknowledge that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) \_\_\_\_\_, Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires \_\_\_\_\_

## Jim Healy

---

**From:** Tracy Groth <polk.zoning@att.net>  
**Sent:** Tuesday, April 21, 2015 1:06 PM  
**To:** Jim Healy  
**Subject:** Certified Survey Maps Mayfield Way Town of Polk

Hi, Jim:

Nice to visit with you this morning. The two certified survey maps for the parcels off the private road from Mayfield Way in the Town of Polk were approved by the Polk Town Board on April 14, 2015 as follows:

**Certified Survey Map and Private Road Agreement** to create two (2) Lots and one (1) Out Lot from all of Parcel Two (2), Parcel Three (3) and all of the Reservation for Future Private Road as shown on Certified Survey Map No. 2050; and part of Lot One (1) of Certified Survey Map No. 2576. Town of Polk, Washington County, Wisconsin. Section 36. Tax Key Numbers T9-1061-00B; T9-1061-00E; Zoned B-1 Business District and A-1 General Agricultural District. Brian L. and Debra J.K. Wojcik; and Andrew J. Williams and Christen J. Schweitzer, Property Owners.

- With review by Town Attorney, the Private Road Agreement.
- The face of the CSM shall indicated LOT 2 is not accessible by Mayfield Way.
- Language to the Private Road agreement was changed in Section 2, line 2 to read "The Private Road shall be 66 foot right of way".

**C. Certified Survey Map** to create one (1) Lot and one (1) Out Lot from part of Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576; Town of Polk, Washington County, Wisconsin. Section 36, Tax Key Numbers T9-1061-00B; T9-1061-00E. Zoned A-1 General Agricultural District. Walter J. and Karen M. Baehr; and John R. Bernhoft, Property Owners.

- Approved as presented.

Please let me know if I can provided any additional information.

Tracy Groth  
Zoning Secretary  
Town of Polk  
3680 State Hwy 60  
Slinger WI 53086  
Phone: 262.677.2123  
Email: polk.zoning@att.net

5 c





VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

5c.

MEETING DATE: May 7, 2015

SUBJECT: 609 Scenic Road, Conditional Use Permit Discussion  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: NONE.

ISSUE SUMMARY:

Over the course of the last several months Village Staff has been diligently working on piecing together a historical record for the events that transpired from 1963 to 1973 or thereabouts. While we believe that we know now more than we ever have regarding this site and the past operations which stopped nearly 40 years ago, I still believe there is much more information about this sand and gravel pit yet to be uncovered. For example, there still are individuals that have direct first-hand knowledge of this property that we've yet had the opportunity to contact.

That being said, at this point I do feel confident stating that the reason there was no scheduled public hearing tonight (contrary to the Plan Commission's stated motion from last month) is this site is no longer operating under a "conditional use permit" (CUP) or any other active Village approvals any longer. It is fairly clear from our perspective that the CUP was purposefully written to sunset after 10 years to coincide with the Milwaukee County "I-41" job.

Additionally, there is zero evidence in any of the documents that we've come across that would suggest the intent of the adopted "reclamation plan" was to fill the pit as we've repeatedly heard over the last few months. Quite the contrary, it would appear that what was contemplated by the Holz family, Wissota Sand and Gravel, and the Town of Richfield are the same gentle 3:1 slopes which predominately exist on this property today along with the planting of several native trees throughout the ~40 acres. At present, Staff is requesting additional time to continue to piece together the approvals for this property and the details surrounding the subsequent meetings from 1957 to the mid-1970s.

FUTURE IMPACT AND ANALYSIS:

REVIEWED BY:

Village Deputy Treasurer

Forward to Village Board: No  
Additional Approvals Needed: No  
Signatures Required: No

ATTACHMENTS:

None.

STAFF RECOMMENDATION:

None.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Village Staff Member  
  
Village Administrator

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_

5 d

5d



# VILLAGE OF RICHFIELD

## PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Creation of a one-lot CSM- Tax Key: V10\_0355912  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

*POLICY QUESTION: DOES THE PLAN COMMISSION WISH TO RECOMMEND TO THE VILLAGE BOARD THE APPROVAL OF THE PROPOSED ONE-LOT CSM?*

*ISSUE SUMMARY:*

Over the last several months, Village Staff has been working with a court-appointed receiver who was authorized by the Waukesha County Circuit Court to manage the assets of Mr. Bob Parchem and Ms. Caryl Parchem, the developers of Reflections Village. A "Receivership" is a type of corporate bankruptcy in which a "receiver" is appointed to run a company, in this case the limited liability company set up for Reflections Village (Reflections Richfield Investments, LLC). In most cases, the receiver is given ultimate decision-making powers and has full discretion in deciding how the received assets will be managed. The primary responsibility of the receiver is to recoup as much of the unpaid loans as possible. Oftentimes, receivers find that the best way to pay back loans is to liquidate the company's assets, which effectively puts the company out of business, as its assets are sold in order to recoup some of the monies owed. Such is the case now, with many of the remaining lots selling for below market value and the parceling off of portions of the proposed future development of the subdivision (Phase II and Phase III).

This situation is unique to the Village, there is no question. However, it is important to point out that the Village has been working with not only the receiver and his agent, but the homeowners in the subdivision as well. Since the court appointed receiver has taken over, the subdivision has formed its first home owners association (HOA) and architectural review board. The HOA now has an established budget to help manage the on-going maintenance involved with having a private water system and has started holding regular meetings in which the receiver has been providing updates to the property owners.

What is being proposed tonight is a CSM to separate Phase III and a portion of Phase II from the existing subdivision. Normally, the process that would need to be undertaken by the Plan Commission would have involved amending the Final Plat, Deed Restrictions, and potentially the Developer's Agreement. However, in this instance, the court appointed receiver has informed the Village that he intends to take the proposed land division to the Waukesha County Circuit Court. The Court has the power in this type of a situation to subvert any previously granted approvals and essentially could create this CSM without the Village's consent. That is not what is occurring here. The receiver, Village Staff and the Village Attorney have all been involved in this process and the boundaries created for this CSM were all mutually agreed upon. They were created in such a way that Outlot 13 will still be owned by all the homeowners in the subdivision so that they have access to the observation well.

The new Outlot 2 is currently being used as farmland by a local farmer. It is the understanding of the Village that this land will continue to be farmed. By court order, the receiver is going to seek that this property be rezoned to some sort of agricultural zoning classification, most likely A-2 (10 ac min.) to be consistent with its proposed use until such time as it is developed. The resultant "Outlot 2" will consist of 21.0236 acres or 915,786 sqft. This new outlot was specifically created to be larger than 20 acres so that a Rs-1b, Single Family Cluster/Open Space Residential District-type subdivision





VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

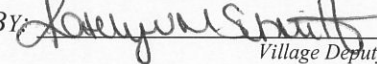
MEETING DATE: May 7, 2015

SUBJECT: Creation of a one-lot CSM- Tax Key: V10\_0355912  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

could be created there. As a part of this CSM, land is also being dedicated to the Village for this new parcel on Townline Road.

On April 27, 2015 the Village Engineer reviewed these CSM and provided comment to the contracted surveyor, Mr. John P. Casucci. The Village Engineer is recommending approval of the proposed one-lot CSM provided his comments are addressed to his satisfaction.

*FUTURE IMPACT AND ANALYSIS:*

REVIEWED BY:   
Village Deputy Treasurer

Forward to Village Board: Yes  
Additional Approvals Needed: Yes  
Signatures Required: Yes

*ATTACHMENTS:*

1. April 27, 2015 Certified Survey Map for petitioner reviewed by Village Engineer Dalton in MS Redline Markup

*STAFF RECOMMENDATION:*

Motion to recommend to the Village Board the approval of the certified survey map for Reflections Richfield Investments, LLC, subject to the Specific and General Conditions of Approval listed below:

Specific Conditions of Approval:

1. Prior to signing the CSM the Village Staff receive written documentation that the CSM has been court-ordered by the Waukesha County Circuit Court, which effectively subverts the prior Reflections Village Approvals (Zoning classification, Deed Restrictions, Developer's Agreement, etc.).

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, Village Attorney, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN




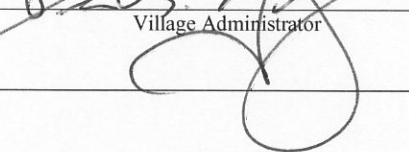
VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Creation of a one-lot CSM- Tax Key: V10\_0355912

DATE SUBMITTED: April 29, 2015

SUBMITTED BY: Jim Healy, Village Administrator

 _____ Village Staff Member  _____ Village Administrator	<table><tr><td>Resolution No. _____</td><td>Continued To: _____</td></tr><tr><td>Ordinance No. _____</td><td>Referred To: _____</td></tr><tr><td>Approved _____</td><td>Denied _____</td></tr><tr><td>Other _____</td><td>File No. _____</td></tr></table>	Resolution No. _____	Continued To: _____	Ordinance No. _____	Referred To: _____	Approved _____	Denied _____	Other _____	File No. _____
Resolution No. _____	Continued To: _____								
Ordinance No. _____	Referred To: _____								
Approved _____	Denied _____								
Other _____	File No. _____								

## Jim Healy

---

**From:** Michael Rubendall <m.rubendall@gaiconsultants.com>  
**Sent:** Monday, April 27, 2015 2:01 PM  
**To:** Jim Healy  
**Cc:** Ronald Dalton  
**Subject:** Reflections Village CSM | Review Comments  
**Attachments:** Reflections CSM with Review Comments.pdf

Jim,  
We have completed our review of the proposed Certified Survey Map (CSM) and have several minor comments. Please refer to the attachment.

We recommend approval of the proposed CSM contingent on our comments being addressed.

Please contact me with any questions.

Regards,  
Mike,  
GAI Consultants, Inc.

---

**From:** Jim Healy [mailto:administrator@richfieldwi.gov]  
**Sent:** Thursday, April 23, 2015 3:10 PM  
**To:** Michael Rubendall  
**Subject:** RE: Reflections Village CSM

Does Wednesday of next week work?

---

**From:** Michael Rubendall [mailto:m.rubendall@gaiconsultants.com]  
**Sent:** Thursday, April 23, 2015 3:04 PM  
**To:** Jim Healy  
**Subject:** RE: Reflections Village CSM

No. When do you need this one by?

Mike,  
GAI Consultants, Inc.

---

**From:** Jim Healy [mailto:administrator@richfieldwi.gov]  
**Sent:** Thursday, April 23, 2015 2:57 PM  
**To:** Michael Rubendall  
**Subject:** FW: Reflections Village CSM

Mike,

Have I sent this one to you yet to start reviewing?

Sincerely,



Jim Healy  
Village Administrator  
Planning and Zoning Administrator  
(262)-628-2260  
Village of Richfield  
4128 Hubertus Road  
Hubertus, WI 53033

**LIKE us on Facebook!**

**Follow us on Twitter, @RichfieldWis**

This message originates from the Village of Richfield. It contains information that may be confidential or privileged and is intended only for the individual named above. It is prohibited for anyone to disclose, copy, distribute, or use the contents of this message without permission, except as allowed by the Wisconsin Public Records Law. If this message is sent to a quorum of a governmental body, my intent is the same as though it were sent by regular mail and further e-mail distribution is prohibited. All personal messages express views solely of the sender, which are not attributed to the municipality I represent and may not be copied or distributed without this disclaimer. If you have received this message in error, please notify me immediately.

**“Far and away the best prize that life has to offer is the chance to work hard at work worth doing.” – President Theodore Roosevelt**

---

**From:** Dennis Bush [mailto:dbush@insightadvisorswi.com]  
**Sent:** Thursday, April 16, 2015 8:57 AM  
**To:** Jim Healy  
**Cc:** 'Dennis Bush'; 'Casucci, John P.'  
**Subject:** Reflections Village CSM

Hello Jim

Please find attached for submission to the Village the CSM of the 45.5 acres related to Reflections Village.

The CSM :

1. Provides for outlot 2 for the sale to Terry and Liz Kohl of 21.0236 Acres
2. The dedication of right of way along Town Line Rd.
3. The outlot 3 which holds a billboard.
4. The original well house as outlot 13
5. The easement area for access to the well house for the HOA will stay an easement however the area will be larger to reflect the meandering location of stone for the drive
6. The CSM also cleans up certain paths via easement not provided for before and confirmed the testing well as located within the monitoring well easement.

Please place the CSM in line for the next Village meeting for approval, call me to John Casucci with any questions. Receiver Ron Carlson will be completing the application as attached asap and provide with the \$450 CSM fee

Best Regards  
Dennis

Dennis M. Bush  
Insight Advisors, LLC  
1025 Katherine Drive  
Elm Grove, WI 53122  
414.975.6400 mobile  
262.395.4164 office  
**DBush@insightadvisorswi.com**

INSIGHT **ADVISORS**

Public Profile <http://www.linkedin.com/in/dennisbush>

*Save July 13<sup>th</sup> 2015 to play in the Drive Fore A Cure golf event!*

## Jim Healy

---

**From:** Michael Rubendall <m.rubendall@gaiconsultants.com>  
**Sent:** Monday, April 27, 2015 2:01 PM  
**To:** Jim Healy  
**Cc:** Ronald Dalton  
**Subject:** Reflections Village CSM | Review Comments  
**Attachments:** Reflections CSM with Review Comments.pdf

Jim,  
We have completed our review of the proposed Certified Survey Map (CSM) and have several minor comments. Please refer to the attachment.

We recommend approval of the proposed CSM contingent on our comments being addressed.

Please contact me with any questions.

Regards,  
Mike,  
GAI Consultants, Inc.



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

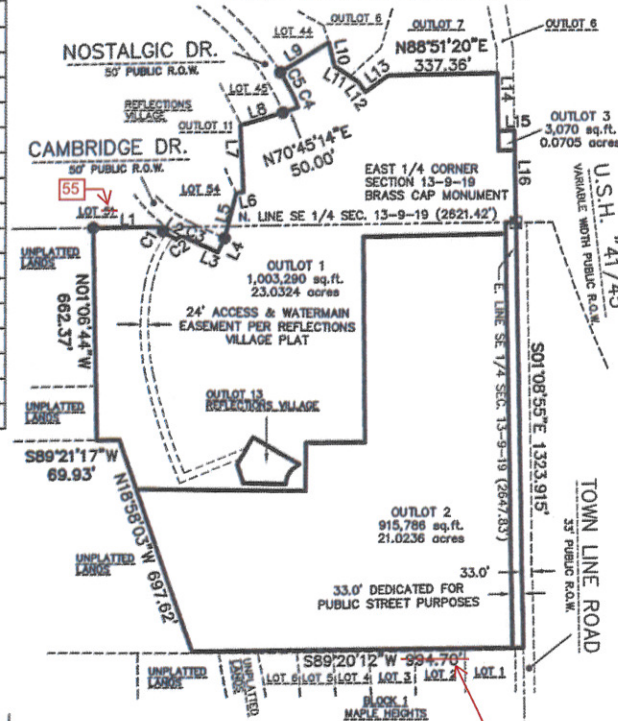
A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.

● INDICATES 1" IRON PIPE (FOUND), UNLESS NOTED  
ALL OTHER CORNERS ARE SET 1.315" O.D. IRON PIPE AT LEAST 18" IN LENGTH, 1.68 LBS. PER LINEAL FOOT.

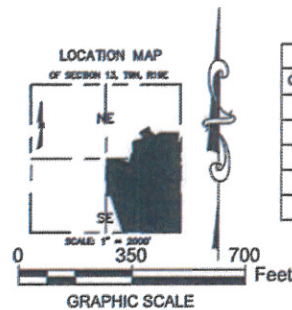
ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.  
ALL BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SE 1/4 OF SECTION 13, T 9 N, R 19 E, WHICH BEARS S01°08'55"E. WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

SEE SHEETS 2 & 3 FOR LOT DETAILS AND SHEETS 3 THRU 7 FOR EASEMENT DETAILS

Line Table		
Line #	Direction	Length
L1	N89°22'22"E	217.77
L2	S57°57'48"E	50.00
L3	S64°51'08"E	107.17
L4	N25°08'52"E	50.00
L5	N14°15'34"E	143.55
L6	N78°53'07"E	22.66
L7	N2°44'24"W	206.46
L8	N73°12'20"E	137.92
L9	N58°12'16"E	176.62
L10	S13°25'15"E	76.81
L11	S56°23'06"E	88.63
L12	S35°06'19"E	38.41
L13	N53°48'09"E	88.28
L14	S01°08'40"E	180.35
L15	N88°51'20"E	50.00
L16	S01°08'40"E	284.45



April 11, 2015



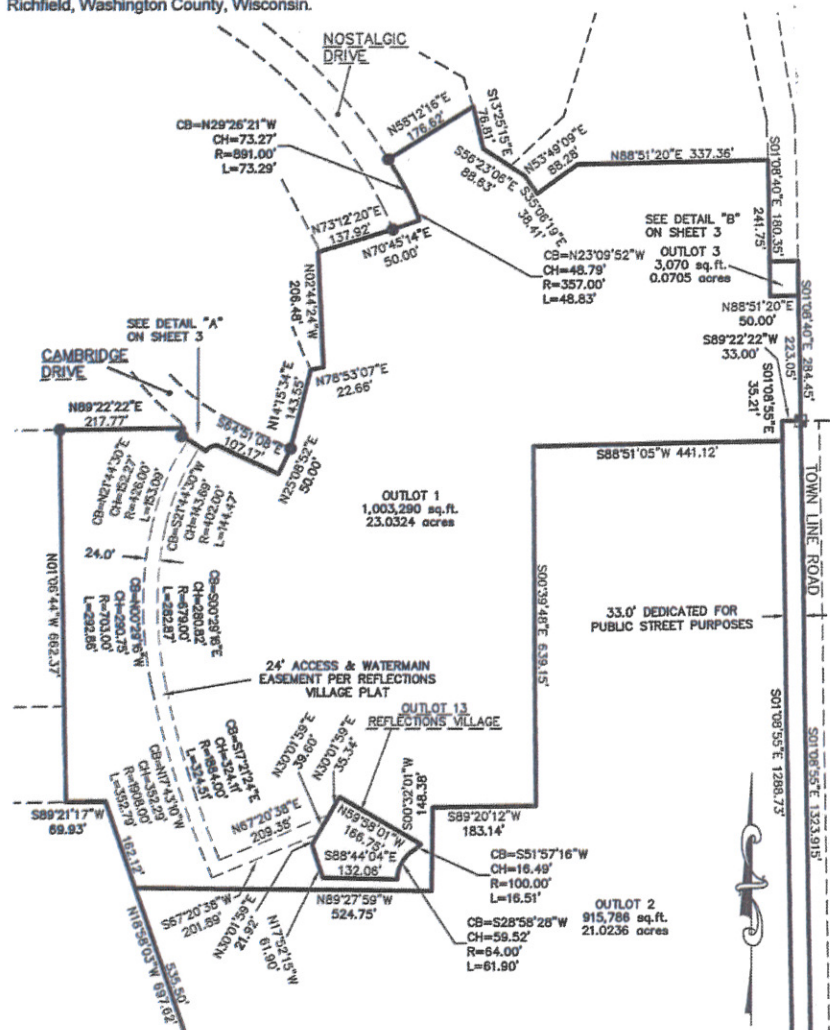
Curve Table				
Curve #	Length	Radius	Chord Bearing	Chord
C1	14.07	20.00	S11°52'49"W	13.78
C2	29.33	20.00	N74°02'50"E	26.77
C3	6.54	412.00	S84°23'50"E	6.54
C4	48.83	357.00	N23°09'52"W	48.79
C5	73.29	891.00	N29°26'21"W	73.27

R.A. Smith National, Inc.  
Beyond Surveying  
and Engineering  
16745 W. Blumens Road, Brookfield, WI 53005  
262-791-9000 Fax 262-791-7272 www.ra-smithnational.com  
Appleton, WI Orono, CA Pittsburgh, PA  
Surveying Dept.  
CNSL-APP0001

SHEET 1 OF 10 SHEETS

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.

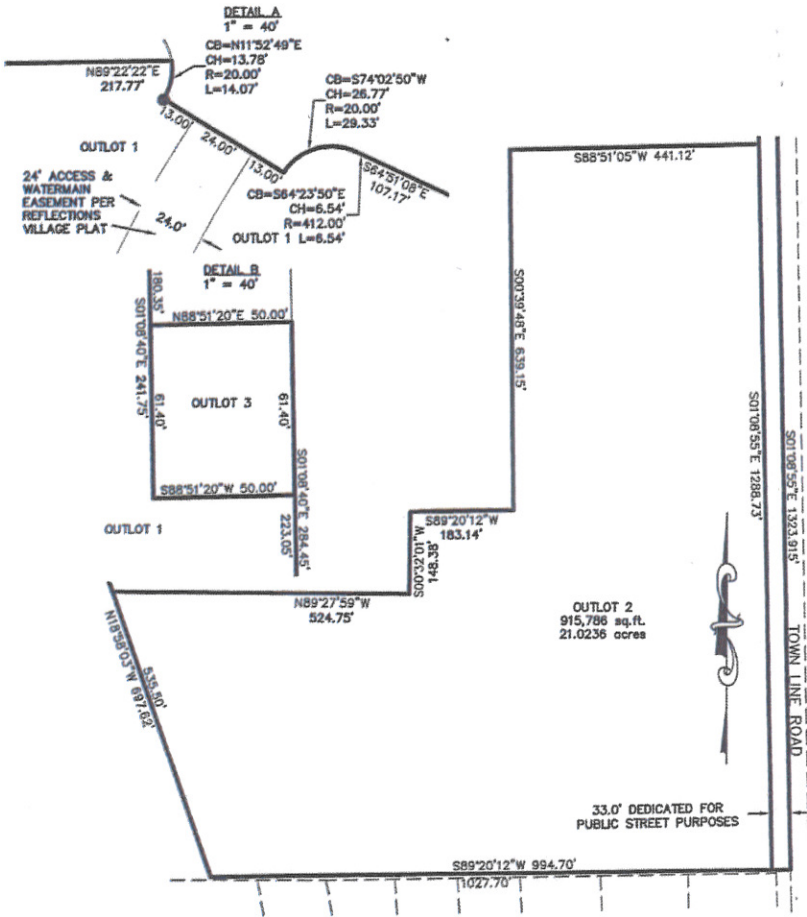


**R.A. Smith National, Inc.**  
*Beyond Surveying  
 and Engineering*  
 18740 W. Blumhard Road, Brookfield WI 53005  
 262-591-9600 Fax 262-731-7773 www.ra-smith-national.com  
 Appleton, WI Orange County, CA Pittsburgh, PA  
 10/14/2019  
 1:3001.Lmg00022.1

SHEET 2 OF 10 SHEETS

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.



**R.A. Smith National, Inc.**

### Beyond Surveying and Engineering

10746 W. Bloomfield Road, Brookfield, WI 53005  
262-761-1000 Fax 262-797-7373 [www.reaninternational.com](http://www.reaninternational.com)  
Appleton, WI Orange County, CA Pittsburgh, PA

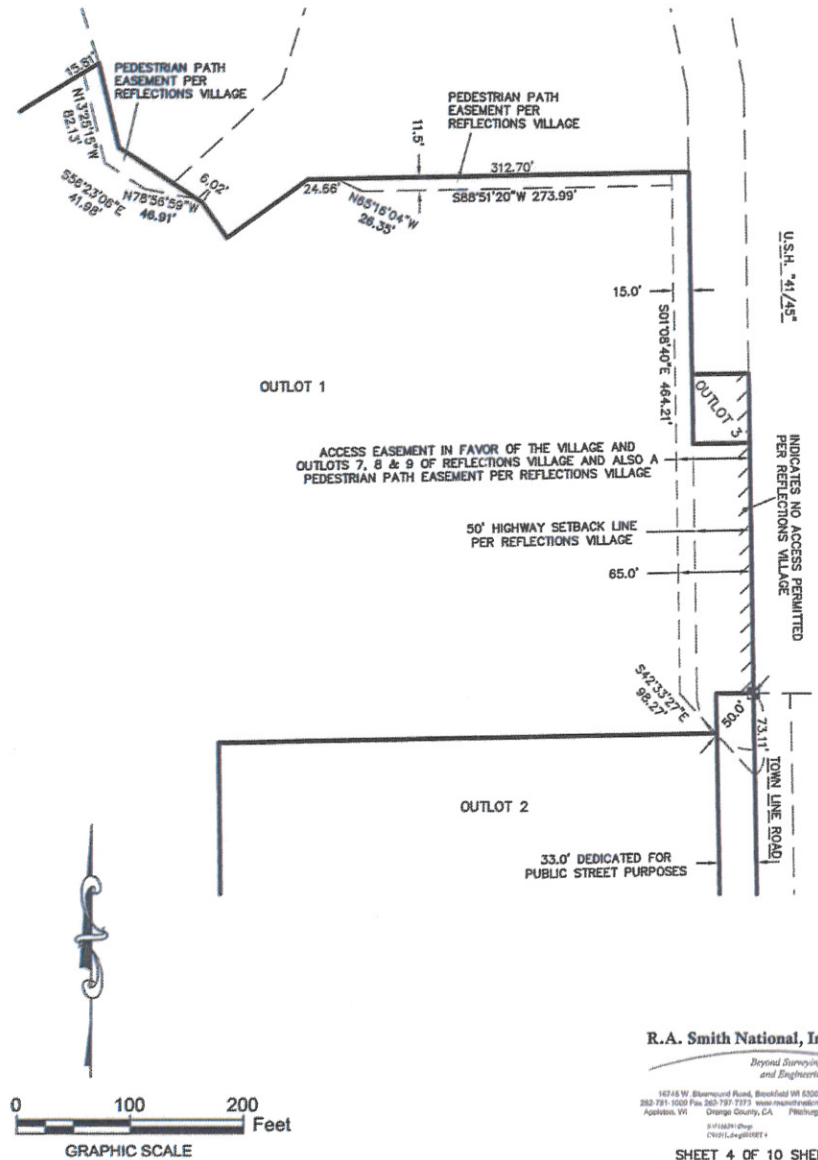
5-10-1927 (Osg)  
CR(19) 249845C3

SHEET 3 OF 10 SHEETS



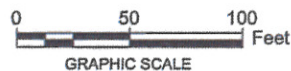
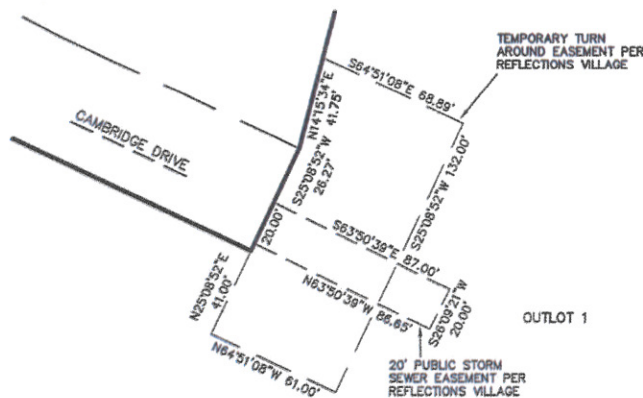
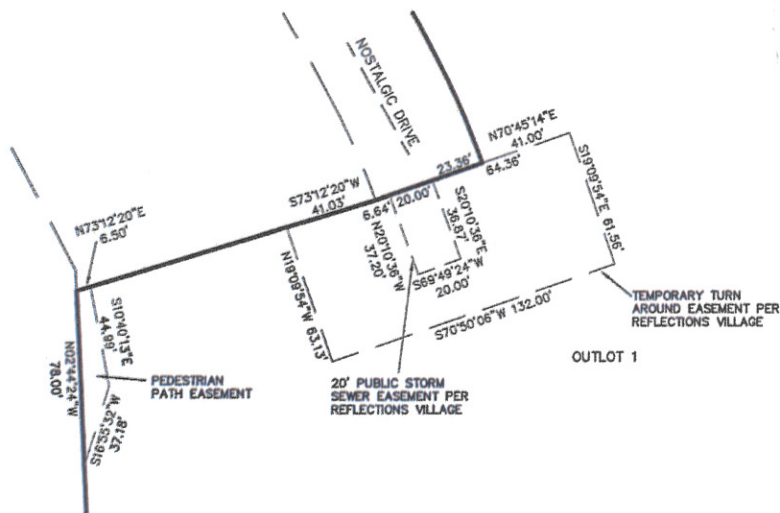
# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.



R.A. Smith National, Inc.

Beyond Surveying  
and Engineering

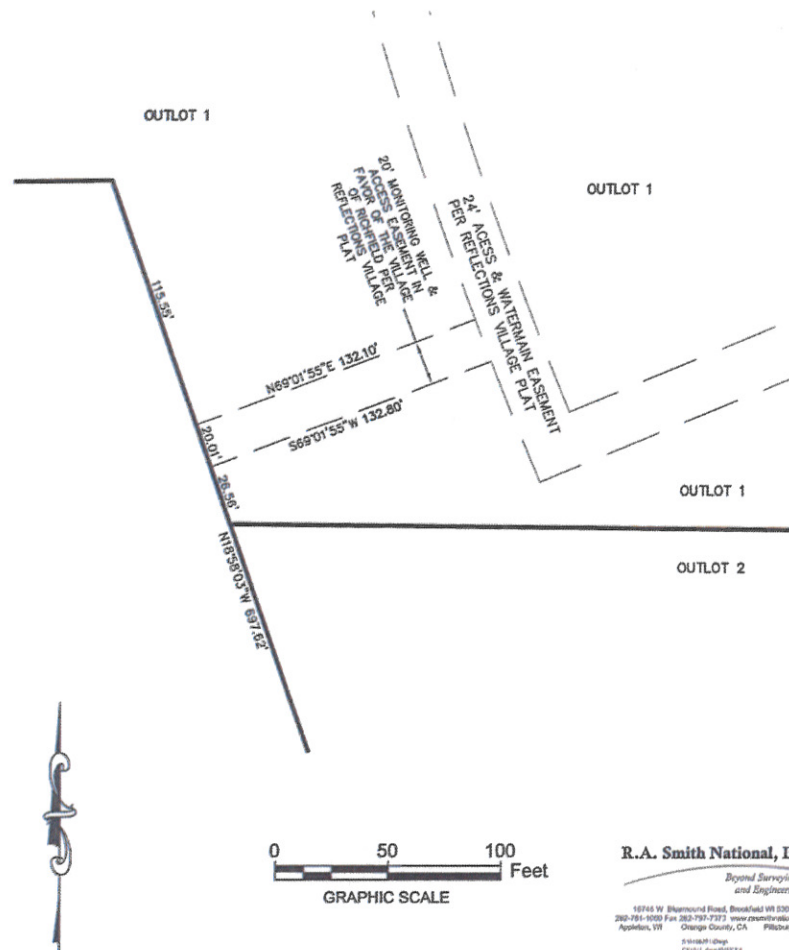
18743 W. Blumensaat Road, Brookfield WI 53005  
262-781-5500 Fax 262-781-7232 www.ra-smithnational.com  
Appleton, WI Orange County, CA Pittsburgh, PA

20110101.dwg  
17011.dwg

SHEET 5 OF 10 SHEETS

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.

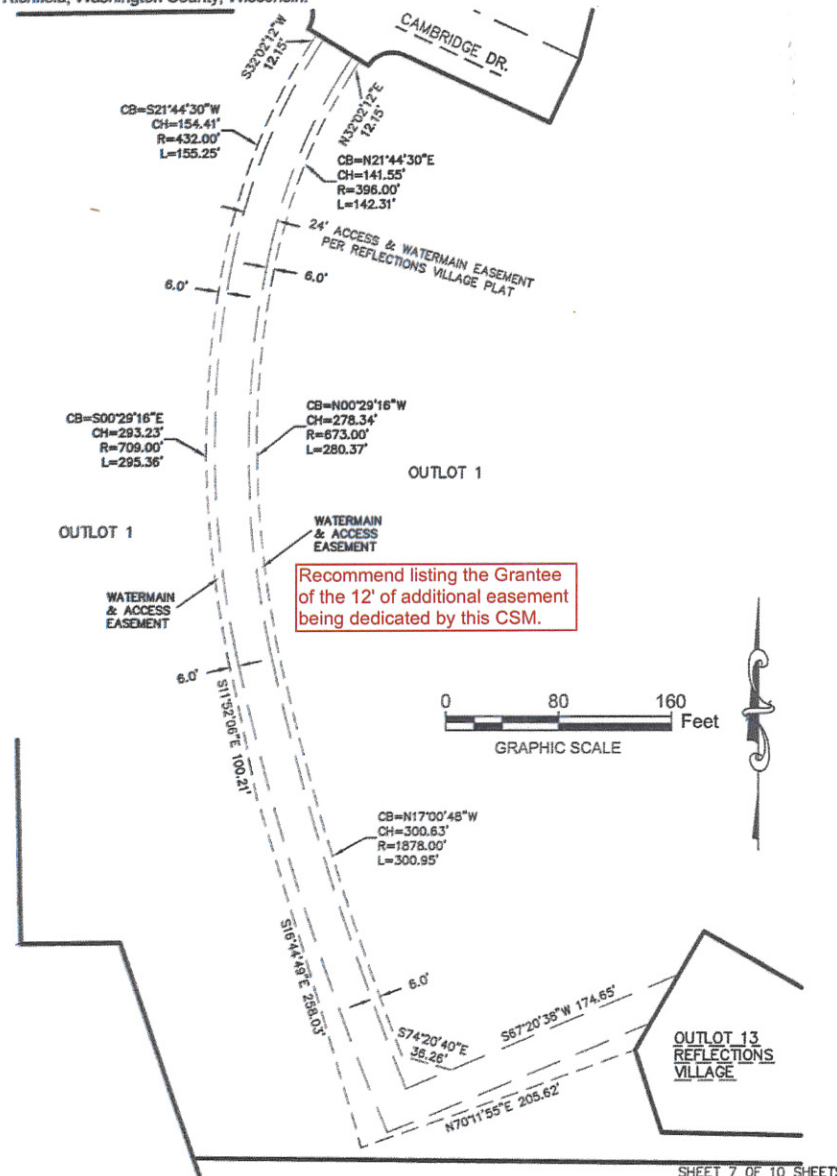


SHEET 6 OF 10 SHEETS



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN       }  
                                  :SS  
WAUKESHA COUNTY        }

I, JOHN P. CASUCCI, Professional Land Surveyor, do hereby certify:

THAT I have surveyed, divided and mapped a division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin, which is bounded and described as follows:

Outlots 12 and 13 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County

Said lands contain 1,965,836 square feet or 45.1294 acres

THAT I have made the survey, land division and map by the direction of \_\_\_\_\_, owner.

THAT the map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

THAT I have fully complied with Chapter 236 of the Wisconsin Statutes and the Village of Richfield Subdivision Regulations in surveying, dividing and mapping the same.

\_\_\_\_\_  
DATE

\_\_\_\_\_(SEAL)  
JOHN P. CASUCCI  
PROFESSIONAL LAND SURVEYOR S-2055

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.

CORPORATE OWNER'S CERTIFICATE

be \_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, certify that said corporation caused the land described on this map to be surveyed, divided, ~~and~~ mapped as represented on this map in accordance with the Village of Richfield Subdivision Regulations.

and dedicated

\_\_\_\_\_ does further certify that this map is required by S.236.10 or 236.12 to be submitted to the following for approval or objection: Village of Richfield

WITNESS the hand and seal of \_\_\_\_\_, has caused these presents to be signed by \_\_\_\_\_, its \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

STATE OF WISCONSIN     }  
                                  :SS  
\_\_\_\_\_ COUNTY    }

PERSONALLY came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, the above named \_\_\_\_\_, to me known to be the person who executed the foregoing instrument, and to me known to be such \_\_\_\_\_ of said corporation and acknowledged that he executed the foregoing instrument as such officer, by its authority.

\_\_\_\_\_(SEAL)  
Notary Public, State of Wisconsin  
My commission expires \_\_\_\_\_



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Outlot 12 in Reflections Village Subdivision, being a part of the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Town 9 North, Range 19 East, in the Village of Richfield, Washington County, Wisconsin.

CONSENT OF CORPORATE MORTGAGEE

\_\_\_\_\_, a national banking association, mortgagee of that portion of the above-described land identified in this Certified Survey Map, does hereby consent to the surveying, dividing ~~and mapping~~ of the land described in the foregoing affidavit of John P. Casucci, Surveyor, and does hereby consent to the certificate of said owner.

In witness whereof, the said \_\_\_\_\_, has caused these presents to be signed by \_\_\_\_\_, its \_\_\_\_\_, and by \_\_\_\_\_, its \_\_\_\_\_, at \_\_\_\_\_, and \_\_\_\_\_, its corporate seal to be hereunto affixed.  
this \_\_\_\_ day of \_\_\_\_\_, 2015.

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } :SS

PERSONALLY came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ of the  
(name) (title) (name) (title)

above named organization, to me known as the person(s) who executed the foregoing instrument, and to me known to be the \_\_\_\_\_ and the \_\_\_\_\_ of the organization, and acknowledged that they executed the foregoing instrument as such officer(s) as the deed of the organization, by its authority.

\_\_\_\_\_(SEAL)  
Notary Public, State of \_\_\_\_\_  
My commission expires \_\_\_\_\_

VILLAGE OF RICHFIELD BOARD APPROVAL

This Certified Survey Map is hereby approved by the Village Board of the Village of Richfield and adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
JOHN JEFFORDS, VILLAGE PRESIDENT

\_\_\_\_\_  
JIM HEALY, VILLAGE ADMINISTRATOR

5 e



# VILLAGE OF RICHFIELD

## PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Creation of a one-lot CSM- Tax Key: V10\_1050 and V10\_1051  
 DATE SUBMITTED: April 29, 2015  
 SUBMITTED BY: Jim Healy, Village Administrator

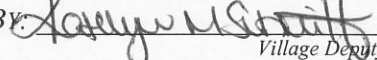
*POLICY QUESTION: DOES THE PLAN COMMISSION WISH TO RECOMMEND TO THE VILLAGE BOARD THE APPROVAL OF THE PROPOSED ONE-LOT CSM?*

*ISSUE SUMMARY:*

Robert and Laura Hodgins recently submitted a petition to create a one-lot CSM out of their existing two parcels on Circle Drive. The proposed Lot 1 consists of 0.451 acres or 19,637 sqft. These subject properties are off of Bark Lake Drive and are zoned Rs-3, Single Family Residential District. The purpose of combining these lots are so that an accessory structure can be placed on the property without violating the side yard setback requirements of our Ch. 70 Zoning Code. As a general rule, it is much easier to combine contiguous land than it is to separate. This is especially true for properties that are located around our Village's many lakes.

On April 27, 2015 the Village Engineer reviewed these CSM and provided comment to the contracted surveyor, Mr. Richard Simon, RLS. The Village Engineer is recommending approval of the proposed one-lot CSM provided his comments are addressed to his satisfaction.

*FUTURE IMPACT AND ANALYSIS:*

*REVIEWED BY:*   
 Village Deputy Treasurer

Forward to Village Board: Yes  
 Additional Approvals Needed: Yes  
 Signatures Required: Yes

*ATTACHMENTS:*

1. April 27, 2015 Certified Survey Map for petitioner reviewed by Village Engineer Dalton in MS Redline Markup





VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Creation of a one-lot CSM- Tax Key: V10\_1050 and V10\_1051  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

**STAFF RECOMMENDATION:**

Motion to recommend to the Village Board the approval of the certified survey map for Robert and Laura Hodgins, subject to the General Conditions of Approval listed below:

**General Conditions of Approval:**

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

APPROVED FOR SUBMITTAL BY:

Village Staff Member

Village Administrator

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_

## Jim Healy

---

**From:** Michael Rubendall <m.rubendall@gaiconsultants.com>  
**Sent:** Monday, April 27, 2015 2:00 PM  
**To:** Jim Healy  
**Cc:** Ronald Dalton  
**Subject:** Hodgins Certified Survey Map | Review Comments  
**Attachments:** Hodgins CSM with Review Comments.pdf

Jim,  
We have completed our review of the proposed Certified Survey Map (CSM) and have two minor comments. Please refer to the attachment.

We recommend approval of the proposed CSM contingent on our comments being addressed.

Please contact me with any questions.

Regards,  
Mike,  
GAI Consultants, Inc.

---

**From:** Jim Healy [mailto:administrator@richfieldwi.gov]  
**Sent:** Wednesday, April 22, 2015 2:21 PM  
**To:** Michael Rubendall  
**Subject:** FW: Hodgins Certified Survey Map

Dear Mike,

Would it be possible to review this CSM by close of business on Monday, April 27<sup>th</sup>?

Sincerely,

Jim Healy  
*Village Administrator*  
*Planning and Zoning Administrator*  
(262)-628-2260  
*Village of Richfield*  
*4128 Hubertus Road*  
*Hubertus, WI 53033*

**LIKE us on Facebook!**

**Follow us on Twitter, @RichfieldWis**

This message originates from the Village of Richfield. It contains information that may be confidential or privileged and is intended only for the individual named above. It is prohibited for anyone to disclose, copy, distribute, or use the contents of this message without permission, except as allowed by the Wisconsin Public Records Law. If this message is sent to a quorum of a governmental body, my intent is the same as though it were sent by regular mail and further e-mail distribution is prohibited. All personal messages express views solely of the sender, which are not attributed to the municipality I represent and may not be copied or distributed without this disclaimer. If you have received this message in error, please notify me immediately.





## Certified Survey Map

Lot 2, Lot 3, and part of Lot 1, all in Block 6 of Neuberg's Bark Lake Subdivision, being a part of the Northwest  $\frac{1}{4}$ , of Section 26, Township 9 North, Range 19 East, Village of Richfield, Washington County, Wisconsin.

### Surveyor's Certificate

I, Richard L. Simon, Professional Land Surveyor, hereby certify:

Lot 2, Lot 3, and part of Lot 1, all in Block 6 of Neuberg's Bark Lake Subdivision, being a part of the Northwest  $\frac{1}{4}$ , of Section 26, Township 9 North, Range 19 East, Village of Richfield, Washington County, Wisconsin.

#### Described as follows:

Lot 2, Lot 3, and part of Lot 1, all in Block 6 of Neuberg's Bark Lake Subdivision, being a part of the Northwest  $\frac{1}{4}$ , of Section 26, Township 9 North, Range 19 East, Village of Richfield, Washington County, Wisconsin.

#### Described as follows:

Commencing at the Northeast corner of said Northwest  $\frac{1}{4}$ , thence S85°48'32"W along said North Line, 1412.92 feet; thence S04°11'28"E, 1772.84 feet to the point of beginning of this description; thence S22°37'43"E, 148.63 feet to a point on South Line of the North  $\frac{1}{2}$  of said Northwest  $\frac{1}{4}$ ; thence S85°50'29"W along said South line, 146.24 feet; thence N17°40'05"W, 144.24 feet; thence N85°31'47"E, 132.85 feet to the point of beginning of this description.


Said parcel contains 19637 Sq. Ft. or 0.451 Acres Gross

That I have made such survey, division, and map by the direction of Robert S. Hodgins and Laura J. Hodgins.

That this map is a correct representation of all exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with provisions of s. 236.34 of the Wisconsin Statutes and the subdivision regulations of the Village of Richfield in surveying, dividing, and mapping the same.

Dated this 22nd day of April, 2015

  
Richard L. Simon, P.L.S. #2698  
Cornerstone Land Surveying  
5080 Fairy Chasm Road  
West Bend, WI 53095  
262-424-5630



### Village of Richfield Board Approval

This Certified Survey Map, is hereby approved by the Village Board of Richfield on

this \_\_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
John Jeffords, Village President

\_\_\_\_\_  
Jim Healy, Village Administrator

There is no prior reference to this line. refer to as "the north line of said Northwest  $\frac{1}{4}$ ".



**Certified Survey Map** \_\_\_\_\_

Lot 2, Lot 3, and part of Lot 1, all in Block 6 of Neuberg's Bark Lake  
Subdivision, being a part of the Northwest  $\frac{1}{4}$ , of Section 26, Township 9 North,  
Range 19 East, Village of Richfield, Washington County, Wisconsin.

**Owner's Certificate**

We, Robert S. Hodgins and Laura J. Hodgins do hereby certify that we caused the land described in the foregoing affidavit of Richard L. Simon, Surveyor, to be surveyed, divided and mapped as represented on this Certified Survey Map.

WITNESS the hand and seal of said Signer, this \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
Robert S. Hodgins

\_\_\_\_\_  
Laura J. Hodgins

State of Wisconsin ) SS  
County)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, the above named,

Robert S. Hodgins and Laura J. Hodgins to me, known to be the people who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_ County, State of Wisconsin

My commission expires: \_\_\_\_\_





5 f

5f



# VILLAGE OF RICHFIELD

## PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: SBOP – Strohwig Industries, 3285 Industrial Road (Tax Key: V10\_025600G)  
 DATE SUBMITTED: April 29, 2015  
 SUBMITTED BY: Jim Healy, Village Administrator

*POLICY QUESTION: DOES THE PLAN COMMISSION WISH TO ACCEPT THE RECOMMENDATION OF THE ARCHITECTURAL REVIEW BOARD FOR STROHWIG INDUSTRIES?*

*ISSUE SUMMARY:*

This application is being submitted by Dean Schultz of Excel Engineering on behalf of Strohwig Industries located at 3285 Industrial Road (Tax Key: V10-0256-00G). Per section 70.133 of the Village Code the Architectural Review Board shall review all designs that go through the Site, Building and Plan of Operation (SBOP) process.

The purpose of these standards is to assist the Plan Commission, Architectural Review Board and general public with developing standards to achieve the highest quality in architectural design and to create a sense of place through appropriate use and composition of materials, architectural styles, and land use planning and design.

Part of the design criteria you need to be considering per our ordinances are the following:

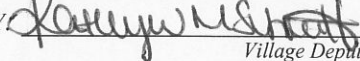
- A high-quality design, composition/usage of materials, colors, and construction with surrounding buildings; and
- Keeping a diversity of architectural styles throughout the Village, building scale and massing compatible with surrounding architecture, appropriate building roof lines and shape; and
- A compatibility with surrounding land uses and geographic location.

The proposal before us tonight is a modification to the existing formal entrance to their building and the façade along Mayfield Road. Currently at their entrance, the administrative office portion of the building is rather non-descript and understated. With the proposed improvements, the Developer is proposing to eliminate the blue metal paneling along the west and north elevation in favor of EIFS. The front entrance will be formalized with a glass lobby with aluminum storefront windows which are proposed to have bookend pillars made of brick and precast. Above the windows will be a wall sign with their logo which will be viewable from both Mayfield Road and Industrial Road.

At the April 15, 2015 Architectural Review Board meeting the following motion was made after the presentation by Excel Engineering:

Motion by Commissioner Otto to approve the design for Strohwig Industries as submitted; Seconded by Commissioner Schmechel; Motion passed without objection.

*FUTURE IMPACT AND ANALYSIS:*

REVIEWED BY:   
 Village Deputy Treasurer

Forward to Village Board: No  
 Additional Approvals Needed: No  
 Signatures Required: No

*ATTACHMENTS:*

1. SBOP Packet submittal for Strohwig Industries prepared by Dean Schulz, Excel Engineering





VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: SBOP – Strohwig Industries, 3285 Industrial Road (Tax Key: V10\_025600G)  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

*STAFF RECOMMENDATION:*

Motion to approve the design, as presented, by Excel Engineering for Strohwig Industries located at 3285 Industrial Road (Tax Key: V10\_025600G).

APPROVED FOR SUBMITTAL BY:

Village Staff Member

Village Administrator

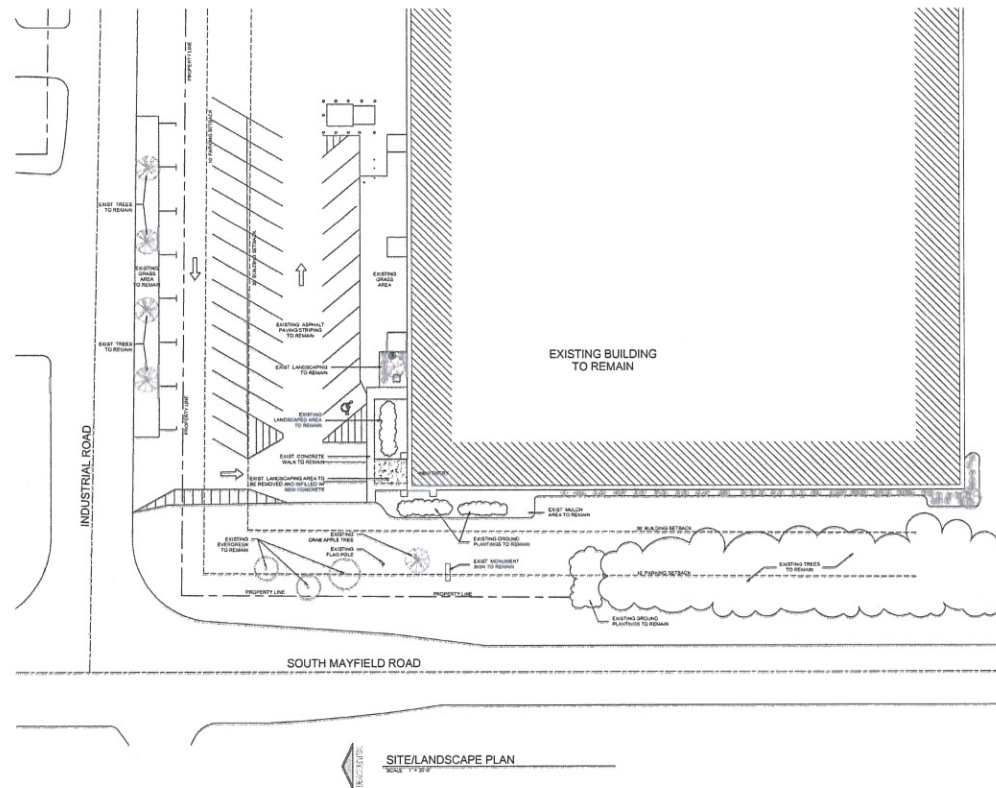
VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_







OPTION H

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION

OWNER:  
STROHWIG INDUSTRIES, INC.  
3285 INDUSTRIAL ROAD  
RICHFIELD, WM 53076

**PROJECT:**  
PROPOSED OFFICE ALTERATION  
3285 INDUSTRIAL ROAD  
RICHFIELD, WM 53076

PRELIMINARY  
SHEET DATES:

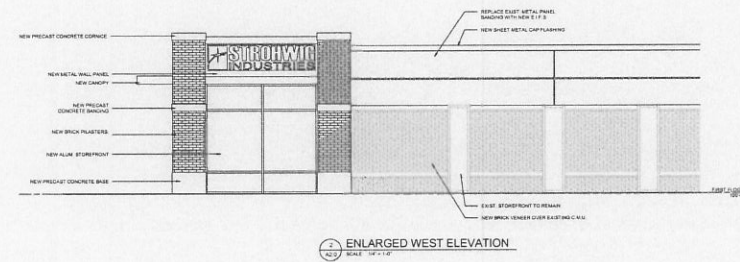
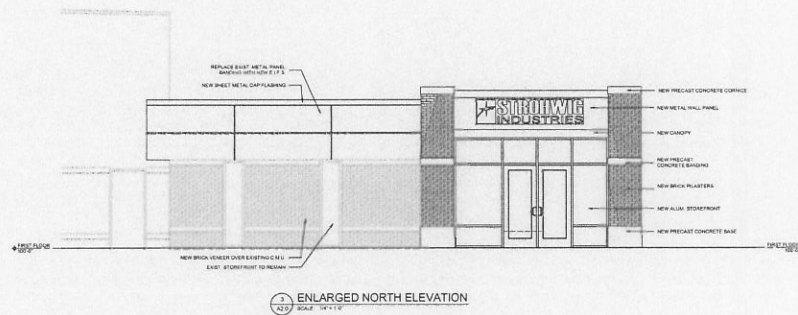
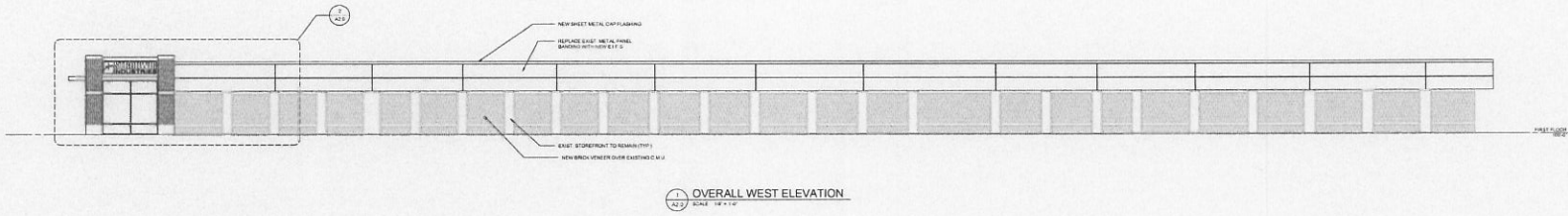
MARCH 27, 2015  
APRIL 2, 2015

APRIL 2, 2015

JOB NUMBER:  
1417760

SHEET

C1.0



OWNER:

STROHWIG INDUSTRIES, INC.  
3386 INDUSTRIAL ROAD  
RICHFIELD, WI 53076

PROJECT:

PROPOSED OFFICE ALTERATION  
3386 INDUSTRIAL ROAD  
RICHFIELD, WI 53076

PRELIMINARY  
SHEET DATES:

MARCH 27, 2015  
APRIL 2, 2015

JOB NUMBER:  
1417760

SHEET

A2.0

OPTION H

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION









6



5 g



## VILLAGE OF RICHFIELD

### PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Discussion regarding potential amendments to the B-3, General Business Zoning District  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

*POLICY QUESTION: DOES THE PLAN COMMISSION WISH TO DIRECT STAFF TO PREPARE EITHER AN 1) AMENDMENT TO THE B-3 GENERAL BUSINESS ZONING DISTRICT OR 2) CREATE AN ENTIRELY NEW BUSINESS DISTRICT FOR THOSE PROPERTIES NORTH OF STH 167 AND SOUTH OF PLEASANT HILL ROAD?*

#### ISSUE SUMMARY:

Staff reviewed the development standards for the B-3, General Business Zoning District while evaluating a variance application for a property in the district last month. While the standards generally make sense for a handful of the 113 properties with this classification, the vast majority of parcels along STH 175 in the “downtown Richfield hamlet” do not fit the dimensional standards, especially minimum lot size (see picture right).

These parcels were created decades ago and are substantially smaller than the minimum lot size of two acres in the B-3, General Business District. In the opinion of Staff, the building setback standards are sized for a two acre parcel and therefore are very difficult to meet for any sort of “new” development. Admittedly Staff has not conducted a parcel by parcel audit of this area but it would appear that the majority of buildings in this area are nonconforming because of this.

Staff is concerned that these two standards (i.e., lot size and building setbacks) are inappropriately proportioned and may impede any potential for redevelopment and infill development in this area, which is encouraged in the Village's Comprehensive Plan.



One solution is to create a new zoning district for the area generally depicted above. It could be referred to as the “B-3A Downtown Business District” or something akin to that in order to denote the geographic location we are generally speaking about. The minimum lot size would be adjusted to reflect existing parcel sizes and a sliding scale could be used for setbacks which would be based on the width of the parcel. Staff has not done a complete review of land uses as of yet, but believes the uses allowed in the B-3 would be allowed in the B-3A.





VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Discussion regarding potential amendments to the B-3, General Business Zoning District  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

Another alternative solution would be to make an amendment to the text of the B-3, General Business District all together. The sliding scale of setbacks could still be utilized, minimum lot sizes could be adjusted, and a new "Intent" for this zoning classification would be drafted to be in-line with the Village's Comprehensive Plan and states desires for commercial uses in that area. A third alternative for you to consider could potentially be an "overlay" district for those parcels highlighted above.

Chapter 8: Economic Development, 2014 Comprehensive Plan:

*"Richfield's commercial center is found primarily along the STH 175 corridor. Businesses are concentrated in the historic hamlet of Richfield (north of STH 167 and south of Pleasant Hill Road) and the shopping areas concentrated around the intersection of STH 175 and Hubertus Road."*

*"During the workshops held back in 2004, the overwhelming response from residents was that Richfield should remain a "Bedroom Community". During those meetings, participants use maps to point out where development could take place without harming the rural community character. Areas that were frequently elected as areas appropriate for potential development were areas adjacent to STH 175 and USH 41/45."*

Chapter 11: Implementation, 2014 Comprehensive Plan

*"The Richfield Hamlet and STH 175 corridor accommodate a variety of small businesses, local services, and residential choices that have been carefully designed to co-exist with the residential character of the community."*

Chapter 11: Implementation, Economic Development > "Overarching Policies", 2014 Comprehensive Plan

*"Enhance the historic character of the hamlet areas to enhance the attractiveness of the Village to customers and promote tourism."*

*Goal 3: "Revitalize the hamlet areas of Richfield and Hubertus to enhance their historic charm, mix of business, walkable amenities, and tourist potential."*

However, if we do nothing, then it would be the opinion of Staff that very little new development would be occurring in this portion of the Village anytime in the foreseeable future without multiple variances being granted. If directed by the Plan Commission, staff can do a more thorough analysis and draft an ordinance amendment for your consideration in June.



VILLAGE OF RICHFIELD  
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: May 7, 2015

SUBJECT: Discussion regarding potential amendments to the B-3, General Business Zoning District  
DATE SUBMITTED: April 29, 2015  
SUBMITTED BY: Jim Healy, Village Administrator

*FUTURE IMPACT AND ANALYSIS:*

REVIEWED BY:

*Kathy W. Smith*  
Village Deputy Treasurer

Forward to Village Board: No  
Additional Approvals Needed: No  
Signatures Required: No

*ATTACHMENTS:*

None.

*STAFF RECOMMENDATION:*

None.

APPROVED FOR SUBMITTAL BY:

*Jim Healy*  
Village Staff Member  
*Jim Healy*  
Village Administrator

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_